



IGNACIO TOWN BOARD MEETING AGENDA

Tuesday, February 18, 2020 – 6:30 PM

570 Goddard Avenue — Ignacio Town Hall

- I. CALL REGULAR MEETING TO ORDER: PLEDGE OF ALLEGIANCE**
- II. ROLL CALL**
- III. PUBLIC COMMENTS:** *The Town Board values public comment and allows this time for citizens to voice their thoughts and concerns. The Mayor will open the comment period and prior to addressing the Board, state your name and address and limit your comments to five (5) minutes. Meeting decorum will be maintained and failure to maintain composure and respect will result in the closure of your comment period. The Town Board and/or staff may respond to your comments or take your comments under advisement. Please do not comment on items listed on the Agenda as opportunity will be given to comment during these discussions. Thank you.*
- IV. CONSENT AGENDA**
 - A. Regular Town Board Meeting Minutes of January 21, 2020
 - B. Financial Records – Check Register for January 2020
- V. UNFINISHED BUSINESS**
 - A. Resolution 03-2020 – Utility Rate Adjustment
- VI. NEW BUSINESS**
 - A. ColoTrust Presentation – Brent Turner, Vice President of Investment Advisory Services
 - B. Resolution 04-2020 – Designating Election Official and Election Judges
- VII. STAFF REPORTS**
 - A. Police Department
 - B. Public Works
 - C. Clerk/Treasurer
 - E. Town Manager
 - F. Attorney
- VIII. TRUSTEE REPORTS**
- IX. EXECUTIVE SESSION: C.R.S. 24-6-402-(4)(e) –** Determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations and/or instructing negotiators
- X. ADJOURNMENT**

02/14/20
10:59:15

TOWN OF IGNACIO
Combined Check Register
For the Accounting Period: 1/20

Page: 1 of 3
Report ID: W100X1

Claims

Check #	Check		Check Amount	Date		Notes
	Type	Vendor/Employee/Payee Number/Name		Period	Issued	
-99222	Clm E	893 AT&T	464.05	1/20	01/06/20	
-99221	Clm E	737 PITNEY BOWES INC	84.99	1/20	01/06/20	
-99220	Clm E	831 USDA RURAL DEVELOPMENT	275628.84	1/20	01/02/20	
-99219	Clm E	845 HOME DEPOT CREDIT SERVICES	92.82	1/20	01/21/20	
-99218	Clm E	974 LA PLATA ELECTRIC ASSN INC	2005.41	1/20	01/21/20	
-99217	Clm E	893 AT&T	468.11	1/20	01/21/20	
-30601 *	Pay P	97 Morgan Allred	1160.80	1/20	01/16/20	
-30600	Pay P	64 Thomas Atencio	69.26	1/20	01/16/20	
-30599	Pay P	81 Edward Box, III	69.26	1/20	01/16/20	
-30598	Pay P	74 Ryan Boyce	2669.29	1/20	01/16/20	
-30597	Pay P	6 Matt Buffington	1770.77	1/20	01/16/20	
-30596	Pay P	105 Shane Clance	1552.27	1/20	01/16/20	
-30595	Pay P	66 Stella Cox	138.52	1/20	01/16/20	
-30594	Pay P	95 Sharon Craig	69.26	1/20	01/16/20	
-30593	Pay P	9 Wesley Crume	2906.80	1/20	01/16/20	
-30592	Pay P	102 Ocianna Davis	589.18	1/20	01/16/20	
-30591	Pay P	65 Alison DeKay	69.26	1/20	01/16/20	
-30590	Pay P	88 Tuggy Dunton	1541.14	1/20	01/16/20	
-30589	Pay P	100 Lionel Flores	1115.15	1/20	01/16/20	
-30588	Pay P	92 Christopher Howlett	1540.41	1/20	01/16/20	
-30587	Pay P	19 John Casey Martin	1752.71	1/20	01/16/20	
-30586	Pay P	80 Dixie Melton	69.26	1/20	01/16/20	
-30585	Pay P	70 Miguel Perez	1619.87	1/20	01/16/20	
-30584	Pay P	28 Kirk Phillips	2717.38	1/20	01/16/20	
-30583	Pay P	98 Donald Rea	1464.32	1/20	01/16/20	
-30582	Pay P	104 Shane Roukema	83.11	1/20	01/16/20	
-30581	Pay P	96 Colten Smithson	1117.50	1/20	01/16/20	
-30580	Pay P	103 Dee Wesner	841.15	1/20	01/16/20	
-30579	Pay P	FIT IRS-DEPT OF REVENUE	6317.20	1/20	01/16/20	
-30578	Pay P	FPPA FPPA	4566.44	1/20	01/16/20	
-30577	Pay P	ICMA RET 401 ICMA	1076.80	1/20	01/16/20	
-30576	Pay P	97 Morgan Allred	1161.26	1/20	01/30/20	
-30575	Pay P	74 Ryan Boyce	1907.98	1/20	01/30/20	
-30574	Pay P	6 Matt Buffington	2113.96	1/20	01/30/20	
-30573	Pay P	105 Shane Clance	2065.66	1/20	01/30/20	
-30572	Pay P	9 Wesley Crume	2982.97	1/20	01/30/20	
-30571	Pay P	102 Ocianna Davis	701.99	1/20	01/30/20	
-30570	Pay P	88 Tuggy Dunton	1541.14	1/20	01/30/20	
-30569	Pay P	100 Lionel Flores	1115.62	1/20	01/30/20	
-30568	Pay P	92 Christopher Howlett	1540.41	1/20	01/30/20	
-30567	Pay P	19 John Casey Martin	2417.86	1/20	01/30/20	
-30566	Pay P	70 Miguel Perez	2010.27	1/20	01/30/20	
-30565	Pay P	28 Kirk Phillips	3125.17	1/20	01/30/20	
-30564	Pay P	98 Donald Rea	1456.00	1/20	01/30/20	
-30563	Pay P	104 Shane Roukema	83.11	1/20	01/30/20	
-30562	Pay P	96 Colten Smithson	1174.42	1/20	01/30/20	
-30561	Pay P	103 Dee Wesner	959.15	1/20	01/30/20	
-30560	Pay P	AFLAC-PRETAX AFLAC	664.56	1/20	01/30/20	

Check Types: MC=Manual Claim, SC=System Claim, V=Void (never in system), E=ACH
P=Payroll, C=Cancelled (cancelled in system), R=Reissued, D=Deleted (deleted in system)

02/14/20
10:59:15

TOWN OF IGNACIO
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For the Accounting Period: 1/20

Page: 2 of 3
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Payroll

Check #	Check		Check Amount	Date		Notes
	Type	Vendor/Employee/Payee Number/Name		Period	Issued	
-30559	Pay P	AFLAC-AFTERTAX AFLAC WORLD WIDE HEADQUA	226.20	1/20	01/30/20	
-30558	Pay P	CEBT DENTAL CEBT DENTAL	405.00	1/20	01/30/20	
-30557	Pay P	CEBT HEALTH CEBT HEALTH	7151.82	1/20	01/30/20	
-30556	Pay P	CEBT LIFE CEBT LIFE	62.58	1/20	01/30/20	
-30555	Pay P	CEBT VISION CEBT VISION	59.50	1/20	01/30/20	
-30554	Pay P	SIT COLORADO DEPT OF REVENUE	2352.00	1/20	01/30/20	
-30553	Pay P	FPPA FPPA	4670.16	1/20	01/30/20	
-30552	Pay P	ICMA RET 401 ICMA	1076.80	1/20	01/30/20	
-30551	Pay P	FIT IRS-DEPT OF REVENUE	6580.03	1/20	01/30/20	
40963 *	Clm SC	220 BALLANTINE COMMUNICATIONS INC	18.33	1/20	01/06/20	
40964	Clm SC	99 C & J GRAVEL PRODUCTS INC	783.55	1/20	01/06/20	
40965	Clm SC	121 CIRSA	9101.41	1/20	01/06/20	
40966	Clm SC	976 CIRSA WC	9401.00	1/20	01/06/20	
40967	Clm SC	764 COLORADO MUNICIPAL LEAGUE	753.00	1/20	01/06/20	
40968	Clm SC	971 FASTTRACK COMMUNICATIONS INC	254.35	1/20	01/06/20	
40969	Clm SC	908 HEART SAFE LA PLATA	113.00	1/20	01/06/20	
40970	Clm SC	1150 In Compliance Products, Inc.	50.00	1/20	01/06/20	
40971	Clm SC	894 KRISTIN ROEHRS	325.00	1/20	01/06/20	
40972	Clm SC	1173 Metron-Farnier, LLC	374.09	1/20	01/06/20	
40973	Clm SC	590 SAN JUAN BASIN HEALTH DEPARTMENT	4.00	1/20	01/06/20	
40974	Clm SC	650 TOWN OF IGNACIO	1004.79	1/20	01/06/20	
40975	Clm SC	675 UTILITY NOTIFICATION CENTER OF CO	11.36	1/20	01/06/20	
40976	Pay P	63 Amelia Aguilar	153.67	1/20	01/16/20	
40977	Pay P	51 Stanley Cox	1143.90	1/20	01/16/20	
40978	Pay P	86 Sandra Maez	69.26	1/20	01/16/20	
40979	Pay P	101 Garry Montoya	935.45	1/20	01/16/20	
40981 *	Pay P	GARNISHMENT2 CALIFORNIA STATE DISBURS	23.07	1/20	01/16/20	
40982	Clm SC	15 AFLAC	35.36	1/20	01/21/20	
40983	Clm SC	53 AUTO PARTS INC	44.98	1/20	01/21/20	
40984	Clm SC	728 AXIS HEALTH SYSTEMS	690.62	1/20	01/21/20	
40985	Clm SC	91 BRENNAN OIL COMPANY	120.72	1/20	01/21/20	
40986	Clm SC	791 COLORADO RURAL WATER ASSOC	275.00	1/20	01/21/20	
40987	Clm SC	1131 CROSSFIRE AGGREGATE SERVICES LLC	195.10	1/20	01/21/20	
40988	Clm SC	869 DRUG & ALCOHOL TESTING ASSOC	200.00	1/20	01/21/20	
40989	Clm SC	981 HI PERFORMANCE CARWASH LLC	13.00	1/20	01/21/20	
40990	Clm SC	1114 HOMES FUND INC	1808.00	1/20	01/21/20	
40991	Clm SC	1130 IMAGENET CONSULTING LLC	346.03	1/20	01/21/20	
40992	Clm SC	1101 LAW OFFICE OF AMBER HARRISON	250.00	1/20	01/21/20	
40993	Clm SC	1046 LAW OFFICE OF DAVID LIBERMAN	45.90	1/20	01/21/20	
40994	Clm SC	1035 LEXIPOL LLC	2238.00	1/20	01/21/20	
40995	Clm SC	778 REGION 9 ECONOMIC DEVELOPMENT	674.00	1/20	01/21/20	
40996	Clm SC	590 SAN JUAN BASIN HEALTH DEPARTMENT	85.00	1/20	01/21/20	
40997	Clm SC	1172 Short Elliott Hendrickson, Inc.	870.00	1/20	01/21/20	
40998	Clm SC	600 SOUTHERN UTE UTILITIES DIVISION	71164.94	1/20	01/21/20	
40999	Clm SC	1068 STATEWIDE INTERNET PORTAL AUTHORI	1276.00	1/20	01/21/20	
41000	Clm SC	626 SUMMIT SUPPLY	25.74	1/20	01/21/20	
41001	Clm SC	871 SWCCOG	3640.00	1/20	01/21/20	
41002	Clm SC	632 TARGET RENTAL	126.45	1/20	01/21/20	

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Check				Date					
Check #	Type	Vendor/Employee/Payee	Number/Name	Check Amount	Period	Issued	Notes		
41003	Clm SC	1147 TDL RECYCLING, LLC		390.00	1/20	01/21/20			
41004	Clm SC	692 WALKER DO IT BEST HARDWARE		395.29	1/20	01/21/20			
41005	Clm SC	695 WCA WASTE CORP		2613.54	1/20	01/21/20			
41006	Clm SC	980 WELLS FARGO PAYMENT REMITTANCE CE		9380.52	1/20	01/21/20			
41007	Clm SC	705 WES CRUME		4.65	1/20	01/21/20			
41008	Clm SC	999999 BERNADETTE PINNECOOSE		180.38	1/20	01/24/20			
41009	Clm SC	998 LA PLATA COUNTY CLERK & RECORDER		116.00	1/20	01/24/20			
41010	Clm SC	999999 ROONEY RANCH ELEMENTARY PTA		100.00	1/20	01/24/20			
41011	Pay P	51 Stanley Cox		1383.14	1/20	01/30/20			
41012	Pay P	101 Garry Montoya		996.04	1/20	01/30/20			
41013	Pay P	GARNISHMENT2 CALIFORNIA STATE DISBURS		23.07	1/20	01/30/20			
Grand Total # of Checks:			107	Total:	489463.65	Total Claims	398243.32	Total Payroll	91220.33

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RESOLUTION NO. 03-2020

**A RESOLUTION OF THE TOWN OF IGNACIO, COLORADO ADJUSTING
UTILITY RATES IN THE SEWER ENTERPRISE FOR 2020**

WHEREAS, the Town adopted Resolution 02-2020, which set utility rates for the water, sewer, natural gas and irrigation utilities; and

WHEREAS, after further review of sewer utility billing with the adopted rates there is a funding shortage that necessitates a change to the sewer utility rate and the incorporation of a 10% loss factor, which was discussed during previous rate hearings; and

WHEREAS, the Board of Trustees finds it necessary to set sewer rates and charges that are needed to cover the associated operations and maintenance costs and fees charged for sewer treatment by the Southern Ute Utility Department.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF IGNACIO AS FOLLOWS:

1. The schedule of rates and charges related to the provision of water, sewer, natural gas and irrigation services by the Town shall be in accordance with the schedule attached hereto as Exhibit A.
2. The said rates and charges shall be effective for the March 2020 bill, and shall remain in force until amended by further action of the Board.

ADOPTED THIS 18th DAY OF FEBRUARY, 2020.

THE TOWN OF IGNACIO, COLORADO

Stella Cox, Mayor

Attest:

Tuggy Dunton, Town Clerk

TOWN OF IGNACIO

2020 UTILITY RATE SHEET

SUUD Plant Investment Fee (PIF)

WATER	GAS
5/8" \$7,742.00	Res. \$944.00
3/4" \$11,024.00	Com. \$1,875.00
1" \$13,781.00	Com. \$2,345.00
1/2" \$31,009.00	Com. \$2,811.00
2" \$55,132.00	Com. \$3,752.00
3" \$123,957.00	
4" or larger tap: Negotiable	

Town of Ignacio Water and Gas Tap Fees

	<u>In Town</u>	<u>Out of Town</u>
3/4"	\$1500.00	\$1,700.00
Inspection Fee for New Taps: \$50.00 per new service		
Water Meter - \$200.00		
Gas Meter - \$231.00		

Water Rates

	<u>In-Town</u>	<u>Out-of-Town</u>
Base Charge:	\$26.48	\$26.48
Minimum Usage:	1000 gallons	1000 gallons
Rate:	\$5.00 per thousand gallons plus 10% Loss Factor and 5% Capital Factor	
	Examples: 1000 gallons = \$32.23; 3000 gallons = \$43.73; 6000 gallons = \$60.98	
Hydrant Water Rate:	\$5.00/1000 gal	
RTS Fee:	\$16.00	

Gas Rates

	<u>In-Town</u>	<u>Out-of-Town</u>
Base Charge:	\$23.75	\$23.75

Gas Usage Charge: SUUD Monthly Rate plus 10% capital factor

Sewer Rates

SUUD PIF: \$9,296.00

Town of Ignacio Tap Fee: \$900.00
Town for Inspection Fee: \$50.00

	<u>In-Town</u>	<u>Out-of-Town</u>
Base Charge:	\$14.84	\$14.84
Rate:	\$14.52 per thousand gallons* plus 10% Loss Factor and 5% Capital Factor.	
*Note: Usage is based on prior year average winter monthly (Dec/Jan/Feb) water use and rate will be fixed for 12 months		
Standby Fee:	\$30.09	

Irrigation Rates

Town of Ignacio Tap Fee: \$237-1 inch; \$387-2 inch
Town for Inspection Fee: \$50.00

Rate: \$26.00 (per month for six months)

Trash Rates

TR1 (1 cart)	\$11.40 (\$9.19 To Transit Waste + \$2.21 To Town)
TR2 (2 carts)	\$17.50 (\$9.19 + \$3.89 (for 2 nd polycart) + \$4.42)
TR3 (3 carts)	\$23.60 (\$9.19 + \$7.78 (for 2 nd & 3 rd polycart) + \$6.63)

Recycling Rates

35 Gallon Poly Cart:	\$6.00
64 Gallon Poly Cart:	\$8.00
96 Gallon Poly Cart:	\$12.00

Note: This service is voluntary and customers must sign up at Town Hall.

SEWER RATE COMPARISON

17-Sep-19

Sewer Rates 2019

Per Equivelant Residential Tap | ERT equals 7500 gallons per month

<u>Total</u>	<u>Tribe</u>	<u>Town</u>
\$75.40	\$65.52	###

Sewer Rates 2020

<u>Tribe Bulk Charges</u>	<u>Town Charges</u>			<u>Total Charges</u>	<u>% Increase</u>
	Water Lose Factor	Capital Factor	Base Charge		
\$14.52 per 1000 gallons	10.00%	5.00%	\$21.48		
1000 gallons of Usage \$14.52	\$1.45	\$0.73	\$21.48	\$38.17	-49.37%
2000 gallons of Usage \$29.03	\$2.90	\$1.45	\$21.48	\$54.86	-27.24%
3000 gallons of Usage \$43.55	\$4.36	\$2.18	\$21.48	\$71.56	-5.10%
4000 gallons of Usage \$58.06	\$5.81	\$2.90	\$21.48	\$88.25	17.04%
5000 gallons of Usage \$72.58	\$7.26	\$3.63	\$21.48	\$104.94	39.18%
6000 gallons of Usage \$87.09	\$8.71	\$4.35	\$21.48	\$121.63	61.32%

Sewer Rates 2021

<u>Tribe Bulk Charges</u>	<u>Town Charges</u>			<u>Total Charges</u>	<u>% Increase</u>
	Water Lose Factor	Capital Factor	Base Charge		
\$17.02 per 1000 gallons	10.00%	5.00%	\$21.48		
1000 gallons of Usage \$17.02	\$0.17	\$0.85	\$21.48	\$39.52	3.52%
2000 gallons of Usage \$34.03	\$0.34	\$1.70	\$21.48	\$57.55	4.90%
3000 gallons of Usage \$51.05	\$0.51	\$2.55	\$21.48	\$75.59	5.63%
4000 gallons of Usage \$68.06	\$0.68	\$3.40	\$21.48	\$93.62	6.09%
5000 gallons of Usage \$85.08	\$0.85	\$4.25	\$21.48	\$111.66	6.40%
6000 gallons of Usage \$102.09	\$1.02	\$5.10	\$21.48	\$129.69	6.62%

RESOLUTION NO. 04-2020

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF IGNACIO, COLORADO REGARDING THE DESIGNATION OF THE ELECTION OFFICIAL AND REGARDING THE APPOINTMENT OF ELECTION JUDGES FOR THE 2020 REGULAR MUNICIPAL ELECTION.

WHEREAS, the regular election for the Town is on Tuesday, April 7, 2020; and

WHEREAS, the Town Board of Trustees desires to appoint a designated election official to conduct that election.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF IGNACIO, COLORADO AS FOLLOWS:

- 1) Tuggy Dunton, Town Clerk for Ignacio, Colorado, is hereby appointed as the Designated Election Official to conduct the 2020 Regular Municipal Election on Tuesday April 7, 2020, including the authority to undertake all necessary and proper acts prior to, during and after the said election.
- 2) The Town Clerk is also delegated the authority and responsibility under C.R.S. 31-10-401 to appoint election judges for that election.

ADOPTED THIS 18th DAY OF FEBRUARY, 2020.

TOWN OF IGNACIO, COLORADO

Stella Cox, Mayor

Attest:

Tuggy Dunton, Town Clerk

Ignacio Police Department

Monthly Report – February 2020

KS

During January, I completed several mandated reports to both the state and the Department of Justice.

We interviewed potential candidates for the open position we have, but none cleared the background/psychological portion. We are back to square one and actively looking one more officer.

During January, officers attended the following training; Alcohol testing certification, arrest control and firearms training.

I attended meetings with; La Plata Youth Services, SW POST Training Board, SW Drug Task Force, Chamber of Commerce and Axis Mental Health Board meeting.

Town of Ignacio Public Works Department
February Staff Report
2-18-20

Town of Ignacio received and completed 9 one call/811 tickets in the month of January.

Gas System

- PW reports 0 incidents in the month of January.
- Director had flyers/surveys handed out to every resident in Town. This survey was part of a "Public Awareness" program through the Town/State and is required by the State to stay in compliance with our gas system. This survey helps us better understand if the residents are receiving critical information about our gas system, such as who to contact in an emergency, signs of leaking gas, and where most of our gas lines are located in Town. I did receive a lot of good feedback from residents and had a good number of those surveys returned back to me this year.

Water System

- PW reports 0 incidents for the month of January.
- PW Director has ordered the first half of the new water meters to be replaced in Town. I am working with Mike Walley from Metron Farnier throughout this project. These new meters will be a combination of sizes to match what is existing in town already. We will receive Altair meters (which are a better low-flow meter) for all of the $\frac{5}{8}$ " size in Town, and I ordered the Spectrum 30D which is better for flow on the 1" and up meters. I feel that this project is something we can do ourselves to save some money, so I only ordered half of the meters up front to give us time to install the new meters without being overwhelmed during winter and snow plow months.
- PW Director is working with Utility Technical Services on Leak Detection on the water system in Town. I have received a good quote from them and will have them come out within the next month to start. They have a two week wait period from the time of acceptance of the proposal, so we should be able to start within a month.

Sewer System

- PW reports 1 incident in the month of January.
- We had a sewer line back-up on the school houses on Becker street. Howard from Master Rooter and PW department and School maintenance guys all worked together on this. Everything is running clear and all blockages have been removed.

Parks & Recreation

- Completed monthly inspections of Shoshone & Campbell parks.

Irrigation System & Storm Drains

- Towns irrigation system has been completely winterized at this point.

Streets & ROW

- PW used the street sweeper on 2/6/20 on parts of the Town to clean up some of the sand in the gutters and clean some troubled areas.
- Snow plowing will continue as needed.
- PWD will continue to fill potholes in all of the alleys weather permitting and as needed.

PWD Equipment & Maintenance

- Director ordered new blades for the little snow plow.
- Director ordered a new "Salt Dog" sander for our pickup truck. I ordered this little sander to help out with keeping the Town Hall parking lot ice free and to help out with the spots in Town where the big dump trucks have a hard time getting into.

Staff & Administration

- Stan Cox attended a DOT training class in Durango on 2/7/20
- All of the PW staff will attend an "excavation safety/pipeline safety" class on 3/19/20 in Durango after work.



Town Clerk / Treasurer Report

February 2020

Honorable Mayor and Trustees,

This past month has been quite busy! Updating the utility billing rate structure and rates was completed and the bills were mailed out a couple of days later than usual. There have been quite a few calls regarding the rate changes, and I have spent a lot of time explaining the rate structure to people. There may need to be some adjustments to the sewer rate to cover our costs; Mr. Garcia will address this in his staff report and discussion.

Licensing:

We have **52** current Dog Licenses; there are 6 licenses from 2019 that have not yet been renewed

We have **61** current Business Licenses; there are 10 licenses from 2019 that have not yet been renewed

We have **52** current Business Service Licenses

Ocianna has called all the dog owners and business owners that have not yet renewed.

Events:

March 12 Joint Meeting with the La Plata Board of County Commissioners at Willows Café at 5:30 PM.

Town of Ignacio Online:

Nothing new to report in this area.

Record Keeping:

Nothing new to report in this area.

Liquor Licensing:

No new license application packets have been received yet.

Treasurer:

Attached are the finance reports for the month of January 2019; please let me know if you have any questions.

Thank you,

Tuggy

TOWN OF IGNACIO

2018	City			2019	City	331310			% up/down
	Sales Tax	Month	Year-To-Date		Sales Tax	Month	Year-To-Date	Difference	from PY
		Jan	25,286.44			1 Mar/Jan	28,710.70	28,710.70	3,424.26
		Feb	27,993.53			2 Apr/Feb	27,522.93	56,233.63	2,953.66
		Mar	26,055.81			3 May/Mar	26,204.27	82,437.90	3,102.12
		Apr	28,346.82			4 June/Apr	20,846.68	103,284.58	-4,398.02
		May	30,677.94			5 July/May	28,741.86	132,026.44	-6,334.10
		June	28,483.48			6 Aug/June	29,647.83	161,674.27	-5,169.75
		July	28,357.35			7 Sept/July	32,704.63	194,378.90	-822.47
		Aug	28,542.60			8 Oct/Aug	29,752.38	224,131.28	387.31
		Sept	28,290.52			9 Nov/Sept	29,400.34	253,531.62	1,497.13
		Oct	28,731.42			10 Dec/Oct	31,591.63	285,123.25	4,357.34
		Nov	30,815.72			11 Jan '20/Nov	33,782.92	318,906.17	7,324.54
		Dec	30,438.28			12 Feb '20/Dec	30,883.13	349,789.30	7,769.39
2018 City Total			342,019.91	2019 City Total			349,789.30		1.48%
							2019 BUDGET	320,000.00	

2018	County			2019	County	331330			% up/down
	Sales Tax	Month	Year-To-Date		Sales Tax	Month	Year-To-Date	Difference	from PY
		Jan	58,329.00			1 Mar/Jan	61,061.00	61,061.00	2,732.00
		Feb	55,540.00			2 Apr/Feb	55,697.00	116,758.00	2,889.00
		Mar	61,563.00			3 May/Mar	64,570.00	181,328.00	5,896.00
		Apr	62,962.00			4 June/Apr	62,553.00	243,881.00	5,487.00
		May	67,689.00			5 July/May	68,842.00	312,723.00	6,640.00
		June	69,768.00			6 Aug/June	80,602.00	393,325.00	17,474.00
		July	75,245.00			7 Sept/July	86,270.00	479,595.00	28,499.00
		Aug	72,369.00			8 Oct/Aug	79,001.00	558,596.00	35,131.00
		Sept	72,318.00			9 Nov/Sept	79,784.00	638,380.00	42,597.00
		Oct	67,986.00			10 Dec/Oct	77,745.00	716,125.00	52,356.00
		Nov	62,622.00			11 Jan '20/Nov	74,268.00	790,393.00	64,002.00
		Dec	74,066.00			12 Feb '20/Dec			
2018 County			800,457.00	2019 County			790,393.00		5.14%
							2019 Budget	800,000.00	

							TOWN OF IGNACIO					
2019				2020		331310		% up/down				% up/down
City Sales Tax		Month	Year-To-Date	City Sales Tax		Month	Difference	from PYM	Year-To-Date	Difference		from PYT
	Jan	30,815.72	30,815.72		1 Jan	32,498.91	1,683.19	5.46%	32,498.91	1,683.19		5.46%
	Feb	30,438.28	61,254.00		2 Feb	30,883.13	444.85	0.73%	63,382.04	2,128.04		3.47%
	Mar	28,710.70	89,964.70		3 Mar		-28,710.70	-31.91%	63,382.04	-26,582.66		-29.55%
	Apr	27,522.93	117,487.63		4 Apr		-27,522.93	-23.43%	63,382.04	-54,105.59		-46.05%
	May	26,204.27	143,691.90		5 May		-26,204.27	-18.24%	63,382.04	-80,309.86		-55.89%
	June	20,846.68	164,538.58		6 Jun		-20,846.68	-12.67%	63,382.04	-101,156.54		-61.48%
	July	28,741.86	193,280.44		7 July		-28,741.86	-14.87%	63,382.04	-129,898.40		-67.21%
	Aug	29,647.83	222,928.27		8 Aug		-29,647.83	-13.30%	63,382.04	-159,546.23		-71.57%
	Sept	32,704.63	255,632.90		9 Sept		-32,704.63	-12.79%	63,382.04	-192,250.86		-75.21%
	Oct	29,752.38	285,385.28		10 Oct		-29,752.38	-10.43%	63,382.04	-222,003.24		-77.79%
	Nov	29,400.34	314,785.62		11 Nov		-29,400.34	-9.34%	63,382.04	-251,403.58		-79.87%
	Dec	31,591.63	346,377.25		12 Dec		-31,591.63	-9.12%	63,382.04	-282,995.21		-81.70%
2019 City	Total	346,377.25		2019	City Total	63,382.04						-53.11%
					2020 BUDGET						330,000.00	
2019				2020		331330		% up/down				% up/down
County Sales Tax		Month	Year-To-Date	County Sales Tax		Month	Difference	from PYM	Year-To-Date	Difference		from PYT
	Jan	62,622.00	62,622.00		1 Jan	74,268.00	11,646.00	18.60%	74,268.00	11,646.00		18.60%
	Feb	74,066.00	136,688.00		2 Feb		-74,066.00	-54.19%	74,268.00	-62,420.00		-45.67%
	Mar	61,061.00	197,749.00		3 Mar		-61,061.00	-30.88%	74,268.00	-123,481.00		-62.44%
	Apr	55,697.00	253,446.00		4 Apr		-55,697.00	-21.98%	74,268.00	-179,178.00		-70.70%
	May	64,570.00	318,016.00		5 May		-64,570.00	-20.30%	74,268.00	-243,748.00		-76.65%
	June	62,553.00	380,569.00		6 June		-62,553.00	-16.44%	74,268.00	-306,301.00		-80.49%
	July	68,842.00	449,411.00		7 July		-68,842.00	-15.32%	74,268.00	-375,143.00		-83.47%
	Aug	80,602.00	530,013.00		8 Aug		-80,602.00	-15.21%	74,268.00	-455,745.00		-85.99%
	Sept	86,270.00	616,283.00		9 Sept		-86,270.00	-14.00%	74,268.00	-542,015.00		-87.95%
	Oct	79,001.00	695,284.00		10 Oct		-79,001.00	-11.36%	74,268.00	-621,016.00		-89.32%
	Nov	79,784.00	775,068.00		11 Nov		-79,784.00	-10.29%	74,268.00	-700,800.00		-90.42%
	Dec	77,745.00	852,813.00		12 Dec		-77,745.00	-9.12%	74,268.00	-778,545.00		-91.29%
2019 County Total		852,813.00		2019 County Total		74,268.00						-70.48%
					2020 BUDGET						820,000.00	

02/14/20
12:02:28

TOWN OF IGNACIO
Cash Report
For the Accounting Period: 1/20

Page: 1 of 1
Report ID: L160

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
100 GENERAL FUND						
110100 Petty Cash	100.00	0.00	0.00	0.00	0.00	100.00
110230 WF Checking	721,742.93	181,156.56	0.05	242.08	139,845.71	762,811.75
Total Fund	721,842.93	181,156.56	0.05	242.08	139,845.71	762,911.75
300 CAPITAL IMPROVEMENT FUND						
110230 WF Checking	151,657.47	16,249.46	0.00	0.00	0.00	167,906.93
400 CONSERVATION TRUST FUND						
110230 WF Checking	61,695.50	0.00	0.00	0.00	0.00	61,695.50
500 ECONOMIC DEVELOPMENT FUND						
110230 WF Checking	110,662.75	0.00	0.00	0.00	0.00	110,662.75
610 WATER FUND						
110230 WF Checking	-109,589.04	17,043.11	0.00	285.78	11,318.49	-104,150.20
620 GAS FUND						
110230 WF Checking	37,106.50	74,004.08	0.00	1,511.53	24,987.95	84,611.10
630 SEWER FUND						
110230 WF Checking	257,486.31	42,034.88	0.00	1,020.56	313,512.99	-15,012.36
640 IRRIGATION FUND						
110230 WF Checking	11,925.86	16.77	0.00	0.00	30.42	11,912.21
910 PAYROLL CLEARING FUND						
110230 WF Checking	12,999.12	0.00	91,452.19	86,492.73	0.00	17,958.58
930 CLAIMS CLEARING FUND						
110230 WF Checking	139,884.16	0.00	398,243.32	278,744.22	0.00	259,383.26
Totals	1,395,671.56	330,504.86	489,695.56	368,296.90	489,695.56	1,357,879.52

*** Transfers In and Transfers Out columns should match. There are a couple exceptions to this: 1) Canceled Electronic Checks and 2) Payroll Journal Vouchers that include local deductions set up with receipt accounting. Please see cash reconciliation procedure in manual or call for more details.

02/14/20
12:03:20

TOWN OF IGNACIO
Statement of Revenue Budget vs Actuals
For the Accounting Period: 1 / 20

Page: 1 of 1
Report ID: B110F

Fund	Received		Estimated Revenue	Revenue	%
	Current Month	Received YTD		To Be Received	Received
100 GENERAL FUND	181,318.19	181,318.19	2,034,550.00	1,853,231.81	9 %
300 CAPITAL IMPROVEMENT FUND	16,249.46	16,249.46	165,000.00	148,750.54	10 %
400 CONSERVATION TRUST FUND	0.00	0.00	20,000.00	20,000.00	0 %
500 ECONOMIC DEVELOPMENT FUND	0.00	0.00	50,010.00	50,010.00	0 %
610 WATER FUND	21,359.47	21,359.47	435,100.00	413,740.53	5 %
620 GAS FUND	48,137.15	48,137.15	263,500.00	215,362.85	18 %
630 SEWER FUND	35,628.41	35,628.41	577,500.00	541,871.59	6 %
640 IRRIGATION FUND	0.00	0.00	50,500.00	50,500.00	0 %
Grand Total:	302,692.68	302,692.68	3,596,160.00	3,293,467.32	8 %

02/14/20
12:04:18

TOWN OF IGNACIO
Statement of Revenue Budget vs Actuals
For the Accounting Period: 1 / 20

Page: 1 of 9
Report ID: B110

100 GENERAL FUND

Account		Received		Estimated Revenue	Revenue	%
		Current Month	Received YTD		To Be Received	Received
331000 TAXES/UNRESTRICTED COUNTY-STATE REV.						
331100	Property Tax	261.26	261.26	35,558.00	35,296.74	1 %
331200	Specific Ownership Tax	288.96	288.96	3,000.00	2,711.04	10 %
331310	City Sales Tax	32,498.91	32,498.91	330,000.00	297,501.09	10 %
331330	County Sales Tax	74,268.00	74,268.00	820,000.00	745,732.00	9 %
331420	Cigarette Tax	138.89	138.89	1,800.00	1,661.11	8 %
331510	CO HUTF - Highway Users	0.00	0.00	25,478.00	25,478.00	0 %
331520	LP County Motor Vehicle License	0.00	0.00	3,000.00	3,000.00	0 %
331530	LP County Road & Bridge	23.44	23.44	3,000.00	2,976.56	1 %
331810	Severence Tax	0.00	0.00	12,000.00	12,000.00	0 %
331820	Franchise tax	0.00	0.00	500.00	500.00	0 %
331830	CO Fed Mineral Dist Tax	0.00	0.00	10,000.00	10,000.00	0 %
Account Group Total:		107,479.46	107,479.46	1,244,336.00	1,136,856.54	9 %
332000 LICENSES / PERMITS						
332100	Business License Fee	562.50	562.50	2,200.00	1,637.50	26 %
332110	Liquor License Fee	0.00	0.00	1,700.00	1,700.00	0 %
332210	Building Permit & Inspection Fee	4,182.00	4,182.00	3,000.00	-1,182.00	139 %
332250	Vendor Permit Fee	75.00	75.00	200.00	125.00	38 %
332260	Animal License Fee	95.00	95.00	300.00	205.00	32 %
332270	Business Service License	100.00	100.00	2,250.00	2,150.00	4 %
332275	Excavation Permit Fee	0.00	0.00	150.00	150.00	0 %
Account Group Total:		5,014.50	5,014.50	9,800.00	4,785.50	51 %
333000 GRANTS / RESTRICTED FUNDS						
333158	HIDTA	23,523.01	23,523.01	93,000.00	69,476.99	25 %
333400	LGGF	0.00	0.00	138,455.00	138,455.00	0 %
333405	DS Monies	0.00	0.00	5,000.00	5,000.00	0 %
333530	Snow Removal	0.00	0.00	2,000.00	2,000.00	0 %
Account Group Total:		23,523.01	23,523.01	238,455.00	214,931.99	10 %
334000 FINES & FEES						
334110	Court Costs, Fines & Citations	0.00	0.00	1,000.00	1,000.00	0 %
334130	Plan/Zone Fee	0.00	0.00	1,500.00	1,500.00	0 %
334140	Reproduction Fee	85.00	85.00	20.00	-65.00	425 %
334160	NSF Fee	140.00	140.00	100.00	-40.00	140 %
334170	Notary Public Fee	0.00	0.00	100.00	100.00	0 %
334240	VIN Inspection	0.00	0.00	150.00	150.00	0 %
334400	Residential Trash	3,264.20	3,264.20	40,000.00	36,735.80	8 %
334401	Recycle	194.00	194.00	2,400.00	2,206.00	8 %
Account Group Total:		3,683.20	3,683.20	45,270.00	41,586.80	8 %
336000 Other Income						
336040	Equipment Sales	0.00	0.00	3,000.00	3,000.00	0 %
336050	Misc Income	11,598.02	11,598.02	12,000.00	401.98	97 %
336060	Police Department Reimbursement	0.00	0.00	10,000.00	10,000.00	0 %
336061	Resource Officer - School District	30,000.00	30,000.00	120,000.00	90,000.00	25 %
336300	Building Space Rental	20.00	20.00	1,000.00	980.00	2 %
336500	Enterprise Salary & Benefit Allocation	0.00	0.00	309,242.00	309,242.00	0 %
336501	Enterprise General Services Allocation	0.00	0.00	41,447.00	41,447.00	0 %

02/14/20
12:04:18

TOWN OF IGNACIO
Statement of Revenue Budget vs Actuals
For the Accounting Period: 1 / 20

Page: 2 of 9
Report ID: B110

100 GENERAL FUND

Account	Received		Estimated Revenue	Revenue		% Received
	Current Month	Received YTD		To Be Received		
Account Group Total:	41,618.02	41,618.02	496,689.00	455,070.98		8 %
Fund Total:	181,318.19	181,318.19	2,034,550.00	1,853,231.81		9 %

02/14/20
12:04:18

TOWN OF IGNACIO
Statement of Revenue Budget vs Actuals
For the Accounting Period: 1 / 20

Page: 3 of 9
Report ID: B110

300 CAPITAL IMPROVEMENT FUND

Account	Received			Revenue	%
	Current Month	Received YTD	Estimated Revenue	To Be Received	Received
333000 GRANTS / RESTRICTED FUNDS					
333415 Capital Improvement - Sales Tax	16,249.46	16,249.46	165,000.00	148,750.54	10 %
Account Group Total:	16,249.46	16,249.46	165,000.00	148,750.54	10 %
Fund Total:	16,249.46	16,249.46	165,000.00	148,750.54	10 %

02/14/20
12:04:18

TOWN OF IGNACIO
Statement of Revenue Budget vs Actuals
For the Accounting Period: 1 / 20

Page: 4 of 9
Report ID: B110

400 CONSERVATION TRUST FUND

Account	Received		Estimated Revenue	Revenue		% Received
	Current Month	Received YTD		To Be Received		
333000 GRANTS / RESTRICTED FUNDS						
333100 GoCo Grant	0.00	0.00	20,000.00	20,000.00		0 %
Account Group Total:	0.00	0.00	20,000.00	20,000.00		0 %
Fund Total:	0.00	0.00	20,000.00	20,000.00		0 %

02/14/20
12:04:18

TOWN OF IGNACIO
Statement of Revenue Budget vs Actuals
For the Accounting Period: 1 / 20

Page: 5 of 9
Report ID: B110

500 ECONOMIC DEVELOPMENT FUND

Account	Received		Estimated Revenue	Revenue		% Received
	Current Month	Received YTD		To Be Received		
333000 GRANTS / RESTRICTED FUNDS						
333851 DOLA DCI Plan Grant	0.00	0.00	50,000.00	50,000.00		0 %
Account Group Total:	0.00	0.00	50,000.00	50,000.00		0 %
336000 Other Income						
336100 Interest Income	0.00	0.00	10.00	10.00		0 %
Account Group Total:	0.00	0.00	10.00	10.00		0 %
Fund Total:	0.00	0.00	50,010.00	50,010.00		0 %

02/14/20
12:04:18

TOWN OF IGNACIO
Statement of Revenue Budget vs Actuals
For the Accounting Period: 1 / 20

Page: 6 of 9
Report ID: B110

610 WATER FUND

Account		Received			Revenue	%
		Current Month	Received YTD	Estimated Revenue	To Be Received	Received
334000 FINES & FEES						
334120	Late Fee	1,090.00	1,090.00	10,000.00	8,910.00	11 %
334419	Reconnect Fee	350.00	350.00	2,500.00	2,150.00	14 %
334420	Metered Water Sales	19,135.47	19,135.47	340,000.00	320,864.53	6 %
334430	Tap Fee	0.00	0.00	7,600.00	7,600.00	0 %
334440	Ready To Serve Fee	784.00	784.00	8,000.00	7,216.00	10 %
Account Group Total:		21,359.47	21,359.47	368,100.00	346,740.53	6 %
339000 In House Transfer						
339100	Transfer In	0.00	0.00	67,000.00	67,000.00	0 %
Account Group Total:		0.00	0.00	67,000.00	67,000.00	0 %
Fund Total:		21,359.47	21,359.47	435,100.00	413,740.53	5 %

02/14/20
12:04:18

TOWN OF IGNACIO
Statement of Revenue Budget vs Actuals
For the Accounting Period: 1 / 20

Page: 7 of 9
Report ID: B110

620 GAS FUND

Account		Received		Estimated Revenue	Revenue	%
		Current Month	Received YTD		To Be Received	Received
334000 FINES & FEES						
334412	Gas Residential	28,085.56	28,085.56	150,000.00	121,914.44	19 %
334413	Gas Commercial	16,434.04	16,434.04	100,000.00	83,565.96	16 %
334415	Gas Stand By Fee	997.50	997.50	3,500.00	2,502.50	29 %
334470	Gas Tax	2,620.05	2,620.05	10,000.00	7,379.95	26 %
Account Group Total:		48,137.15	48,137.15	263,500.00	215,362.85	18 %
Fund Total:		48,137.15	48,137.15	263,500.00	215,362.85	18 %

02/14/20
12:04:18

TOWN OF IGNACIO
Statement of Revenue Budget vs Actuals
For the Accounting Period: 1 / 20

Page: 8 of 9
Report ID: B110

630 SEWER FUND

Account	Received		Estimated Revenue	Revenue		% Received
	Current Month	Received YTD		To Be Received		
334000 FINES & FEES						
334430 Tap Fee	0.00	0.00	2,500.00	2,500.00		0 %
334460 Sewage Collection	35,628.41	35,628.41	550,000.00	514,371.59		6 %
Account Group Total:	35,628.41	35,628.41	552,500.00	516,871.59		6 %
339000 In House Transfer						
339100 Transfer In	0.00	0.00	25,000.00	25,000.00		0 %
Account Group Total:	0.00	0.00	25,000.00	25,000.00		0 %
Fund Total:	35,628.41	35,628.41	577,500.00	541,871.59		6 %

02/14/20
12:04:18

TOWN OF IGNACIO
Statement of Revenue Budget vs Actuals
For the Accounting Period: 1 / 20

Page: 9 of 9
Report ID: B110

640 IRRIGATION FUND

Account		Received		Estimated Revenue	Revenue	%
		Current Month	Received YTD		To Be Received	Received
334000 FINES & FEES						
334430	Tap Fee	0.00	0.00	500.00	500.00	0 %
334480	Irrigation Water	0.00	0.00	50,000.00	50,000.00	0 %
Account Group Total:		0.00	0.00	50,500.00	50,500.00	0 %
Fund Total:		0.00	0.00	50,500.00	50,500.00	0 %
Grand Total:		302,692.68	302,692.68	3,596,160.00	3,293,467.32	8 %

02/14/20
12:06:04

TOWN OF IGNACIO
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 1 / 20

Page: 1 of 1
Report ID: B100F

Fund	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 GENERAL FUND	137,736.72	137,736.72	1,874,222.00	1,874,222.00	1,736,485.28	7 %
200 IMPACT FEES FUND	0.00	0.00	4,077.00	4,077.00	4,077.00	0 %
300 CAPITAL IMPROVEMENT FUND	0.00	0.00	200,000.00	200,000.00	200,000.00	0 %
400 CONSERVATION TRUST FUND	0.00	0.00	40,000.00	40,000.00	40,000.00	0 %
500 ECONOMIC DEVELOPMENT FUND	0.00	0.00	100,000.00	100,000.00	100,000.00	0 %
610 WATER FUND	10,270.40	10,270.40	444,331.00	444,331.00	434,060.60	2 %
620 GAS FUND	24,976.54	24,976.54	285,256.00	285,256.00	260,279.46	9 %
630 SEWER FUND	37,884.15	37,884.15	582,944.00	582,944.00	545,059.85	6 %
640 IRRIGATION FUND	30.42	30.42	49,697.00	49,697.00	49,666.58	0 %
Grand Total:	210,898.23	210,898.23	3,580,527.00	3,580,527.00	3,369,628.77	6 %

02/14/20
12:07:13

TOWN OF IGNACIO
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 1 / 20

Page: 1 of 12
Report ID: B100

100 GENERAL FUND

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
411000 Legislative							
411000 Legislative							
	1150 Town Board Salaries	600.00	600.00	7,200.00	7,200.00	6,600.00	8 %
	2200 FICA	37.20	37.20	446.00	446.00	408.80	8 %
	2250 Medicare	8.72	8.72	104.00	104.00	95.28	8 %
	2500 Unemployment Insurance	1.83	1.83	22.00	22.00	20.17	8 %
	5800 Travel, Training & Meetings	28.67	28.67	3,000.00	3,000.00	2,971.33	1 %
	5810 Hosting Joint Meetings	0.00	0.00	1,500.00	1,500.00	1,500.00	%
	Account Total:	676.42	676.42	12,272.00	12,272.00	11,595.58	6 %
	Account Group Total:	676.42	676.42	12,272.00	12,272.00	11,595.58	6 %
412000 Judicial							
412000 Judicial							
	3200 Professional Service - Judge	250.00	250.00	3,000.00	3,000.00	2,750.00	8 %
	5800 Travel, Training & Meetings	0.00	0.00	1,000.00	1,000.00	1,000.00	%
	Account Total:	250.00	250.00	4,000.00	4,000.00	3,750.00	6 %
	Account Group Total:	250.00	250.00	4,000.00	4,000.00	3,750.00	6 %
414000 Elections							
414000 Elections							
	1105 Election Judges	0.00	0.00	1,000.00	1,000.00	1,000.00	%
	4600 Election Supplies	0.00	0.00	1,000.00	1,000.00	1,000.00	%
	Account Total:	0.00	0.00	2,000.00	2,000.00	2,000.00	%
	Account Group Total:	0.00	0.00	2,000.00	2,000.00	2,000.00	%
415000 ADMINISTRATION SALARIES & BENEFITS							
415000 ADMINISTRATION SALARIES & BENEFITS							
	1100 Manager Salaries	0.00	0.00	83,200.00	83,200.00	83,200.00	%
	1101 Clerk/Treasurer Salaries	4,409.60	4,409.60	57,325.00	57,325.00	52,915.40	8 %
	1102 Deputy Clerk/Treasurer Salaries	2,033.20	2,033.20	37,856.00	37,856.00	35,822.80	5 %
	1103 Admin Assist/Fin Coordinator Salaries	4,456.40	4,456.40	51,376.00	51,376.00	46,919.60	9 %
	1200 Overtime	0.00	0.00	1,893.00	1,893.00	1,893.00	%
	2100 Health Insurance	913.06	913.06	21,012.00	21,012.00	20,098.94	4 %
	2101 Life Insurance	2.91	2.91	101.00	101.00	98.09	3 %
	2102 Dental Insurance	21.00	21.00	1,008.00	1,008.00	987.00	2 %
	2103 Vision Insurance	3.00	3.00	384.00	384.00	381.00	1 %
	2104 Aflac	193.08	193.08	1,608.00	1,608.00	1,414.92	12 %
	2200 FICA	700.11	700.11	14,362.00	14,362.00	13,661.89	5 %
	2250 Medicare	163.73	163.73	3,359.00	3,359.00	3,195.27	5 %
	2300 Retirement	377.56	377.56	8,919.00	8,919.00	8,541.44	4 %
	2500 Unemployment Insurance	33.88	33.88	689.00	689.00	655.12	5 %
	Account Total:	13,307.53	13,307.53	283,092.00	283,092.00	269,784.47	5 %
	Account Group Total:	13,307.53	13,307.53	283,092.00	283,092.00	269,784.47	5 %
416000 ADMINISTRATION OPERATING							
416000 ADMINISTRATION OPERATING							
	2600 Workers Comp	9,401.00	9,401.00	37,604.00	37,604.00	28,203.00	25 %
	2700 Insurance	9,101.41	9,101.41	29,130.00	29,130.00	20,028.59	31 %
	3000 Contract Work	0.00	0.00	10,000.00	10,000.00	10,000.00	%
	3201 Legal Service - Attorney	45.90	45.90	10,000.00	10,000.00	9,954.10	%
	3203 Professional Service - Audit	0.00	0.00	14,250.00	14,250.00	14,250.00	%

02/14/20
12:07:13

TOWN OF IGNACIO
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 1 / 20

Page: 2 of 12
Report ID: B100

100 GENERAL FUND

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
4110	Utilities - Water	152.05	152.05	2,700.00	2,700.00	2,547.95	6 %
4120	Utilities - Sewer	301.60	301.60	3,500.00	3,500.00	3,198.40	9 %
4130	Utilities - Electric	620.49	620.49	8,000.00	8,000.00	7,379.51	8 %
4150	Utilities - Gas	731.52	731.52	3,000.00	3,000.00	2,268.48	24 %
4160	Telephone	0.00	0.00	2,000.00	2,000.00	2,000.00	%
4162	Cell Phone	634.25	634.25	5,500.00	5,500.00	4,865.75	12 %
4164	IT Services & Maintenance	0.00	0.00	12,000.00	12,000.00	12,000.00	%
4165	Internet Line	1,353.90	1,353.90	3,000.00	3,000.00	1,646.10	45 %
4166	IT Equipment & Supplies	0.00	0.00	5,000.00	5,000.00	5,000.00	%
4191	Recording fees	116.00	116.00	500.00	500.00	384.00	23 %
4304	Building R & M	0.00	0.00	2,500.00	2,500.00	2,500.00	%
4444	Intergovernmental Payments	1,808.00	1,808.00	19,008.00	19,008.00	17,200.00	10 %
4951	Community Christmas	0.00	0.00	200.00	200.00	200.00	%
4952	Community Support	182.15	182.15	1,000.00	1,000.00	817.85	18 %
5400	Advertising/Public Notice	0.00	0.00	2,000.00	2,000.00	2,000.00	%
5420	Cleaning Service	0.00	0.00	3,315.00	3,315.00	3,315.00	%
5430	Office equipment L & M	0.00	0.00	1,452.00	1,452.00	1,452.00	%
5440	Publication Legal Notice	0.00	0.00	500.00	500.00	500.00	%
5500	Printing Service	346.03	346.03	4,000.00	4,000.00	3,653.97	9 %
5550	Bank Service Charge	184.28	184.28	800.00	800.00	615.72	23 %
5600	Office Supplies	86.61	86.61	4,000.00	4,000.00	3,913.39	2 %
5650	Operating Supplies	134.26	134.26	4,000.00	4,000.00	3,865.74	3 %
5800	Travel, Training & Meetings	150.60	150.60	3,000.00	3,000.00	2,849.40	5 %
5820	Special Events	0.00	0.00	1,000.00	1,000.00	1,000.00	%
6150	Postage	4.65	4.65	4,800.00	4,800.00	4,795.35	%
6260	Gas & Oil	71.51	71.51	1,500.00	1,500.00	1,428.49	5 %
6450	Membership Fees	5,792.00	5,792.00	8,000.00	8,000.00	2,208.00	72 %
	Account Total:	31,218.21	31,218.21	207,259.00	207,259.00	176,040.79	15 %
	Account Group Total:	31,218.21	31,218.21	207,259.00	207,259.00	176,040.79	15 %
419000	COMMUNITY DEVELOPMENT						
419000	COMMUNITY DEVELOPMENT						
1104	Planner Salaries	0.00	0.00	15,000.00	15,000.00	15,000.00	%
2200	FICA	11.16	11.16	930.00	930.00	918.84	1 %
2250	Medicare	2.62	2.62	218.00	218.00	215.38	1 %
2500	Unemployment Insurance	0.54	0.54	45.00	45.00	44.46	1 %
2501	Professional Service - Consulting	0.00	0.00	20,000.00	20,000.00	20,000.00	%
3205	Building Inspections	180.00	180.00	0.00	0.00	-180.00	%
5650	Operating Supplies	0.00	0.00	500.00	500.00	500.00	%
5800	Travel, Training & Meetings	0.00	0.00	500.00	500.00	500.00	%
6450	Membership Fees	0.00	0.00	250.00	250.00	250.00	%
	Account Total:	194.32	194.32	37,443.00	37,443.00	37,248.68	1 %
	Account Group Total:	194.32	194.32	37,443.00	37,443.00	37,248.68	1 %
420000	PUBLIC SAFETY SALARIES & BENEFITS						
420000	PUBLIC SAFETY SALARIES & BENEFITS						
1106	Chief Salaries	8,209.60	8,209.60	106,725.00	106,725.00	98,515.40	8 %
1107	Sergeant Salaries	7,061.40	7,061.40	81,598.00	81,598.00	74,536.60	9 %
1108	Officers Salaries	26,434.50	26,434.50	313,154.00	313,154.00	286,719.50	8 %
1110	Resource Officer	3,990.40	3,990.40	81,089.00	81,089.00	77,098.60	5 %
1180	P/T Clerk Salaries	166.40	166.40	2,000.00	2,000.00	1,833.60	8 %

02/14/20
12:07:13

TOWN OF IGNACIO
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 1 / 20

Page: 3 of 12
Report ID: B100

100 GENERAL FUND

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
	1200 Overtime	3,129.34	3,129.34	39,475.00	39,475.00	36,345.66	8 %
	2100 Health Insurance	2,471.58	2,471.58	80,076.00	80,076.00	77,604.42	3 %
	2101 Life Insurance	10.29	10.29	286.00	286.00	275.71	4 %
	2102 Dental Insurance	277.50	277.50	4,284.00	4,284.00	4,006.50	6 %
	2103 Vision Insurance	41.00	41.00	612.00	612.00	571.00	7 %
	2104 Aflac	558.18	558.18	918.00	918.00	359.82	61 %
	2130 Legal Insurance	0.00	0.00	2,000.00	2,000.00	2,000.00	%
	2200 FICA	10.32	10.32	124.00	124.00	113.68	8 %
	2250 Medicare	676.89	676.89	8,476.00	8,476.00	7,799.11	8 %
	2350 Police Pension	2,726.66	2,726.66	38,067.00	38,067.00	35,340.34	7 %
	2450 Death & Disability	1,184.20	1,184.20	16,312.00	16,312.00	15,127.80	7 %
	2500 Unemployment Insurance	146.95	146.95	1,748.00	1,748.00	1,601.05	8 %
	Account Total:	57,095.21	57,095.21	776,944.00	776,944.00	719,848.79	7 %
	Account Group Total:	57,095.21	57,095.21	776,944.00	776,944.00	719,848.79	7 %
421000	PUBLIC SAFETY OPERATING						
421000	PUBLIC SAFETY OPERATING						
	3415 Clinic & Hospital	0.00	0.00	500.00	500.00	500.00	%
	4306 Vehicle R & M	429.55	429.55	7,000.00	7,000.00	6,570.45	6 %
	4444 Intergovernmental Payments	690.62	690.62	16,989.00	16,989.00	16,298.38	4 %
	4950 Misc Expense	0.00	0.00	300.00	300.00	300.00	%
	4980 Animal Control	0.00	0.00	300.00	300.00	300.00	%
	5420 Cleaning Service	0.00	0.00	585.00	585.00	585.00	%
	5650 Operating Supplies	132.43	132.43	10,000.00	10,000.00	9,867.57	1 %
	5800 Travel, Training & Meetings	100.91	100.91	3,000.00	3,000.00	2,899.09	3 %
	6110 Uniforms	0.00	0.00	3,000.00	3,000.00	3,000.00	%
	6160 Dispatch (Radio) Service	0.00	0.00	10,000.00	10,000.00	10,000.00	%
	6230 Firearms & Supplies	480.00	480.00	1,500.00	1,500.00	1,020.00	32 %
	6260 Gas & Oil	1,495.67	1,495.67	17,000.00	17,000.00	15,504.33	9 %
	6450 Membership Fees	2,718.00	2,718.00	4,800.00	4,800.00	2,082.00	57 %
	8400 Contribution	51.02	51.02	200.00	200.00	148.98	26 %
	9010 Capital - Vehicles	0.00	0.00	38,000.00	38,000.00	38,000.00	%
	Account Total:	6,098.20	6,098.20	113,174.00	113,174.00	107,075.80	5 %
	Account Group Total:	6,098.20	6,098.20	113,174.00	113,174.00	107,075.80	5 %
430000	PUBLIC WORKS SALARIES & BENEFITS						
430000	PUBLIC WORKS SALARIES & BENEFITS						
	1109 Public Works Director Salaries	4,215.26	4,215.26	54,558.00	54,558.00	50,342.74	8 %
	1111 Foreman Salaries	3,744.00	3,744.00	48,672.00	48,672.00	44,928.00	8 %
	1112 Maintenance Worker I Salaries	8,273.90	8,273.90	102,586.00	102,586.00	94,312.10	8 %
	1200 Overtime	0.00	0.00	7,563.00	7,563.00	7,563.00	%
	2100 Health Insurance	1,525.20	1,525.20	42,324.00	42,324.00	40,798.80	4 %
	2101 Life Insurance	6.89	6.89	168.00	168.00	161.11	4 %
	2102 Dental Insurance	106.50	106.50	2,016.00	2,016.00	1,909.50	5 %
	2103 Vision Insurance	15.50	15.50	288.00	288.00	272.50	5 %
	2104 Aflac	149.70	149.70	1,200.00	1,200.00	1,050.30	12 %
	2200 FICA	980.82	980.82	12,761.00	12,761.00	11,780.18	8 %
	2250 Medicare	229.41	229.41	2,984.00	2,984.00	2,754.59	8 %
	2300 Retirement	780.76	780.76	10,291.00	10,291.00	9,510.24	8 %
	2500 Unemployment Insurance	48.66	48.66	617.00	617.00	568.34	8 %

02/14/20
12:07:13

TOWN OF IGNACIO
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 1 / 20

Page: 4 of 12
Report ID: B100

100 GENERAL FUND

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
Account Total:		20,076.60	20,076.60	286,028.00	286,028.00	265,951.40	7 %
Account Group Total:		20,076.60	20,076.60	286,028.00	286,028.00	265,951.40	7 %
431000 PUBLIC WORKS OPERATING							
431000 PUBLIC WORKS OPERATING							
3000	Contract Work	0.00	0.00	7,500.00	7,500.00	7,500.00	%
3415	Clinic & Hospital	200.00	200.00	500.00	500.00	300.00	40 %
3910	Residential Trash	2,613.54	2,613.54	32,000.00	32,000.00	29,386.46	8 %
3911	Recycle	390.00	390.00	2,000.00	2,000.00	1,610.00	20 %
4130	Utilities - Electric	21.50	21.50	0.00	0.00	-21.50	%
4225	Rental Equipment & Supplies	126.45	126.45	1,000.00	1,000.00	873.55	13 %
4300	Equipment R & M	2,436.17	2,436.17	8,000.00	8,000.00	5,563.83	30 %
4306	Vehicle R & M	1.00	1.00	5,000.00	5,000.00	4,999.00	%
4308	Building & Property R & M	0.00	0.00	500.00	500.00	500.00	%
4309	Mosquito Control	0.00	0.00	9,010.00	9,010.00	9,010.00	%
4313	Street Repairs	195.10	195.10	50,000.00	50,000.00	49,804.90	%
4316	Street Lights - Electric	1,333.00	1,333.00	20,000.00	20,000.00	18,667.00	7 %
4318	Street Signs	0.00	0.00	2,000.00	2,000.00	2,000.00	%
4365	Seasonal Decorations	58.15	58.15	500.00	500.00	441.85	12 %
5800	Travel, Training & Meetings	0.00	0.00	500.00	500.00	500.00	%
6003	Supplies R & M	353.75	353.75	4,000.00	4,000.00	3,646.25	9 %
6004	Tools	0.00	0.00	500.00	500.00	500.00	%
6110	Uniforms	425.17	425.17	3,000.00	3,000.00	2,574.83	14 %
6260	Gas & Oil	666.40	666.40	5,000.00	5,000.00	4,333.60	13 %
Account Total:		8,820.23	8,820.23	151,010.00	151,010.00	142,189.77	6 %
Account Group Total:		8,820.23	8,820.23	151,010.00	151,010.00	142,189.77	6 %
452000 PARKS							
452000 PARKS							
6003	Supplies R & M	0.00	0.00	1,000.00	1,000.00	1,000.00	%
Account Total:		0.00	0.00	1,000.00	1,000.00	1,000.00	%
Account Group Total:		0.00	0.00	1,000.00	1,000.00	1,000.00	%
Fund Total:		137,736.72	137,736.72	1,874,222.00	1,874,222.00	1,736,485.28	7 %

02/14/20
12:07:13

TOWN OF IGNACIO
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 1 / 20

Page: 5 of 12
Report ID: B100

200 IMPACT FEES FUND

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
828000							
828452	PARK IMPACT						
	4522 Park Impact	0.00	0.00	4,077.00	4,077.00	4,077.00	%
	Account Total:	0.00	0.00	4,077.00	4,077.00	4,077.00	%
	Account Group Total:	0.00	0.00	4,077.00	4,077.00	4,077.00	%
	Fund Total:	0.00	0.00	4,077.00	4,077.00	4,077.00	%

02/14/20
12:07:13

TOWN OF IGNACIO
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 1 / 20

Page: 6 of 12
Report ID: B100

300 CAPITAL IMPROVEMENT FUND

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
930000	CAPITAL IMPROVEMENT						
930000	CAPITAL IMPROVEMENT						
	6454 CIP Transfer Out	0.00	0.00	50,000.00	50,000.00	50,000.00	%
	9202 Project/Labor Match	0.00	0.00	150,000.00	150,000.00	150,000.00	%
	Account Total:	0.00	0.00	200,000.00	200,000.00	200,000.00	%
	Account Group Total:	0.00	0.00	200,000.00	200,000.00	200,000.00	%
	Fund Total:	0.00	0.00	200,000.00	200,000.00	200,000.00	%

02/14/20
12:07:13

TOWN OF IGNACIO
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 1 / 20

Page: 7 of 12
Report ID: B100

400 CONSERVATION TRUST FUND

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
700000							
700452	CONSERVATION TRUST						
	9000 Capital Outlay	0.00	0.00	40,000.00	40,000.00	40,000.00	%
	Account Total:	0.00	0.00	40,000.00	40,000.00	40,000.00	%
	Account Group Total:	0.00	0.00	40,000.00	40,000.00	40,000.00	%
	Fund Total:	0.00	0.00	40,000.00	40,000.00	40,000.00	%

02/14/20
12:07:13

TOWN OF IGNACIO
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 1 / 20

Page: 8 of 12
Report ID: B100

500 ECONOMIC DEVELOPMENT FUND

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
500000							
500463	ECONOMIC DEVELOPMENT						
	3207 DCI Grant	0.00	0.00	100,000.00	100,000.00	100,000.00	%
	Account Total:	0.00	0.00	100,000.00	100,000.00	100,000.00	%
	Account Group Total:	0.00	0.00	100,000.00	100,000.00	100,000.00	%
	Fund Total:	0.00	0.00	100,000.00	100,000.00	100,000.00	%

02/14/20
12:07:13

TOWN OF IGNACIO
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 1 / 20

Page: 9 of 12
Report ID: B100

610 WATER FUND

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
610000							
610416 WATER OPERATIONS							
	3000 Contract Work	0.00	0.00	2,500.00	2,500.00	2,500.00	%
	3204 Professional Service - Engineer	0.00	0.00	25,000.00	25,000.00	25,000.00	%
	5800 Travel, Training & Meetings	192.00	192.00	500.00	500.00	308.00	38 %
	5901 Enterprise Salaray & Benefit	0.00	0.00	91,705.00	91,705.00	91,705.00	%
	5902 Enterprise General Services Allocation	0.00	0.00	15,351.00	15,351.00	15,351.00	%
	6003 Supplies R & M	0.00	0.00	1,500.00	1,500.00	1,500.00	%
	6004 Tools	0.00	0.00	500.00	500.00	500.00	%
	6025 Water Tests	85.00	85.00	3,000.00	3,000.00	2,915.00	3 %
	6100 Purchased Water	9,718.40	9,718.40	220,000.00	220,000.00	210,281.60	4 %
	6450 Membership Fees	275.00	275.00	275.00	275.00	0.00	100 %
	9000 Capital Outlay	0.00	0.00	84,000.00	84,000.00	84,000.00	%
	Account Total:	10,270.40	10,270.40	444,331.00	444,331.00	434,060.60	2 %
	Account Group Total:	10,270.40	10,270.40	444,331.00	444,331.00	434,060.60	2 %
	Fund Total:	10,270.40	10,270.40	444,331.00	444,331.00	434,060.60	2 %

02/14/20
12:07:13

TOWN OF IGNACIO
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 1 / 20

Page: 10 of 12
Report ID: B100

620 GAS FUND

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
620000							
620416	GAS OPERATIONS						
3000	Contract Work	0.00	0.00	1,000.00	1,000.00	1,000.00	%
3410	CDOT Physicals & Drug Tests	0.00	0.00	500.00	500.00	500.00	%
4300	Equipment R & M	0.00	0.00	1,000.00	1,000.00	1,000.00	%
4306	Vehicle R & M	0.00	0.00	500.00	500.00	500.00	%
4950	Misc Expense	0.00	0.00	500.00	500.00	500.00	%
5800	Travel, Training & Meetings	0.00	0.00	1,500.00	1,500.00	1,500.00	%
5901	Enterprise Salaray & Benefit	0.00	0.00	91,705.00	91,705.00	91,705.00	%
5902	Enterprise General Services Allocation	0.00	0.00	15,351.00	15,351.00	15,351.00	%
6003	Supplies R & M	1,414.15	1,414.15	2,000.00	2,000.00	585.85	71 %
6210	Natural Gas Purchase	23,562.39	23,562.39	115,000.00	115,000.00	91,437.61	20 %
6220	Gas Sales Tax	0.00	0.00	10,000.00	10,000.00	10,000.00	%
6250	Energy Outreach Colorado	0.00	0.00	2,000.00	2,000.00	2,000.00	%
6260	Gas & Oil	0.00	0.00	2,000.00	2,000.00	2,000.00	%
6450	Membership Fees	0.00	0.00	200.00	200.00	200.00	%
9140	Transfers Out	0.00	0.00	42,000.00	42,000.00	42,000.00	%
	Account Total:	24,976.54	24,976.54	285,256.00	285,256.00	260,279.46	9 %
	Account Group Total:	24,976.54	24,976.54	285,256.00	285,256.00	260,279.46	9 %
	Fund Total:	24,976.54	24,976.54	285,256.00	285,256.00	260,279.46	9 %

02/14/20
12:07:13

TOWN OF IGNACIO
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 1 / 20

Page: 11 of 12
Report ID: B100

630 SEWER FUND

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
630000							
630416	SEWER OPERATIONS						
	3204 Professional Service - Engineer	0.00	0.00	27,000.00	27,000.00	27,000.00	%
	5800 Travel, Training & Meetings	0.00	0.00	500.00	500.00	500.00	%
	5901 Enterprise Salaray & Benefit	0.00	0.00	91,705.00	91,705.00	91,705.00	%
	5902 Enterprise General Services Allocation	0.00	0.00	7,675.00	7,675.00	7,675.00	%
	6003 Supplies R & M	0.00	0.00	2,000.00	2,000.00	2,000.00	%
	6004 Tools	0.00	0.00	500.00	500.00	500.00	%
	6240 SUIT - Treatment	37,884.15	37,884.15	453,564.00	453,564.00	415,679.85	8 %
	Account Total:	37,884.15	37,884.15	582,944.00	582,944.00	545,059.85	6 %
	Account Group Total:	37,884.15	37,884.15	582,944.00	582,944.00	545,059.85	6 %
	Fund Total:	37,884.15	37,884.15	582,944.00	582,944.00	545,059.85	6 %

02/14/20
12:07:13

TOWN OF IGNACIO
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 1 / 20

Page: 12 of 12
Report ID: B100

640 IRRIGATION FUND

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
640000 IRRIGATION SALARIES & BENEFITS							
640416 IRRIGATIONS OPERATIONS							
	3000 Contract Work	0.00	0.00	1,000.00	1,000.00	1,000.00	%
	3204 Professional Service - Engineer	0.00	0.00	500.00	500.00	500.00	%
	4315 Water Rights	0.00	0.00	3,000.00	3,000.00	3,000.00	%
	5901 Enterprise Salaray & Benefit	0.00	0.00	34,127.00	34,127.00	34,127.00	%
	5902 Enterprise General Services Allocation	0.00	0.00	3,070.00	3,070.00	3,070.00	%
	6003 Supplies R & M	30.42	30.42	3,000.00	3,000.00	2,969.58	1 %
	9000 Capital Outlay	0.00	0.00	5,000.00	5,000.00	5,000.00	%
	Account Total:	30.42	30.42	49,697.00	49,697.00	49,666.58	%
	Account Group Total:	30.42	30.42	49,697.00	49,697.00	49,666.58	%
	Fund Total:	30.42	30.42	49,697.00	49,697.00	49,666.58	%
	Grand Total:	210,898.23	210,898.23	3,580,527.00	3,580,527.00	3,369,628.77	6 %

02/14/20
12:09:32

TOWN OF IGNACIO
Payroll Summary For Payrolls from 01/01/20 to 01/31/20

Page: 1 of 2
Report ID: P130

Total for Payroll Checks

	Employee	Employer	Amount
COMA HOURS (Comp Time Accumulated)	18.75		
COMP HOURS (Comp Time Used)	54.00		975.46
HOL HOURS (Holiday Pay)	268.00		7,388.56
J004 HOURS (CELL PHONE ALLO)	0.00		184.60
*Non Taxable (added to gross wages, no addition to SS, Med, FIT & SIT bases)			
J015 HOURS (IN LIEU OF INSU)	0.00		394.18
OVER HOURS (Overtime)	78.50		3,499.24
REG HOURS (Regular Time)	2,273.75		62,355.81
SICK HOURS (Sick Time)	40.50		781.62
VACA HOURS (Vacation Time Used)	78.75		1,884.85
GROSS PAY	77,464.32	0.00	
NET PAY	55,965.10	0.00	
NET PAY (CHECKS)	4,681.46		
NET PAY (DIRECT DEPOSIT)	51,283.64		
AFLAC-AFTERTAX	0.00	226.20	
AFLAC-PRETAX	25.16	639.40	
CEBT DENTAL	0.00	405.00	
CEBT HEALTH	2,636.16	4,515.66	
CEBT LIFE	42.49	20.09	
CEBT VISION	0.00	59.50	
FIT	7,255.27	0.00	
FPPA	3,663.89	2,726.66	
FPPA DROP	882.53	0.00	
FPPA-457	779.32	0.00	
FPPA-AD&D	0.00	1,184.20	
GARNISHMENT2	46.14	0.00	
ICMA RET 401	995.28	1,158.32	
MEDICARE	1,081.37	1,081.37	
SIT	2,352.00	0.00	
SOCIAL SECURITY	1,739.61	1,739.61	
UNEMPL. INSUR.	0.00	231.86	
BANK 4	3,884.73	0.00	
BANK 5	1,457.39	0.00	
BANK 7	2,920.32	0.00	
FIRST NATIONAL	69.26	0.00	
USAA	4,577.27	0.00	
VECTRA BANK CO	3,080.82	0.00	
WELLS FARGO	33,355.03	0.00	
WELLS FARGO AZ	69.26	0.00	
WELLS FARGO NEV	69.26	0.00	
WELLS FARGO OR	1,800.30	0.00	
FIT/SIT BASE	68,254.89	0.00	
MEDICARE BASE	74,575.91	0.00	
SOC SEC BASE	28,058.26	0.00	
UN BASE	77,279.72	0.00	

Total 13,987.87
Total Payroll Expense (Gross Pay + Employer Contributions): 91,452.19

02/14/20
12:09:32

TOWN OF IGNACIO
Payroll Summary For Payrolls from 01/01/20 to 01/31/20

Page: 2 of 2
Report ID: P130

Check Summary

Payroll Checks Prev. Out. \$2,789.84
Payroll Checks Issued \$4,727.60
Payroll Checks Redeemed \$0.00
Payroll Checks Outstanding \$7,517.44
Electronic Checks \$86,492.73

Deductions Accrued	Carried Forward From Previous Month	Deduction Checks Issued	Difference	Liab Account
-----	-----	-----	-----	-----
Social Security 3479.22		3479.22		221700
Medicare 2162.74		2162.74		221710
Unempl. Insur. 231.86			231.86	221760
FIT 7255.27		7255.27		221720
SIT 2352.00		2352.00		221730
FPPA 6390.55		6390.55		221742
AFLAC-PRETAX 664.56		664.56		221757
FPPA-457 779.32		779.32		221742
FPPA-AD&D 1184.20		1184.20		221743
ICMA RET 401 2153.60		2153.60		221741
AFLAC-AFTERTAX 226.20		226.20		221757
CEBT DENTAL 405.00		405.00		221754
CEBT HEALTH 7151.82		7151.82		221751
CEBT LIFE 62.58		62.58		221755
CEBT VISION 59.50		59.50		221756
GARNISHMENT2 46.14		46.14		221781
FPPA DROP 882.53		882.53		221742
 Total Ded. 35487.09	 0.00	 35255.23	 231.86	

**** Carried Forward column only correct if report run for current period.



Town Managers Report

DATE: February 13, 2020

REPORT PERIOD: January 17, 2020 – February 13, 2020

This report focuses on items within the Town Board Meeting Agenda and also on work completed during the report period listed above.

TOWN BOARD MEETING AGENDA ITEMS

V. UNFINISHED BUSINESS:

- A. Resolution 03-2020 – This is a resolution setting a new sewer utility rate, which incorporates the 10% Loss Factor. During our previous hearings on rates we discussed a 10% Loss Factor for water and sewer usage rates. The rates approved last month via Resolution 02-2020 established a 10% Loss Factor for water billing but not sewer billing. After further review of the last billing cycle we have identified that the 10% loss factor is needed to cover losses that are included in the SUUD total. This resolution revises the previously approved rates and adds the 10% Loss Factor to the sewer rate. Enclosed in the packet is the spreadsheet which was provided for our public hearings. The actual difference between the SUUD usage number and Town customer usage is approximately 14%. This means the utility is absorbing a usage expense that will cut into the base charge which is associated with O&M. We spent a lot of time reviewing customer usage and there are a number of customers with high usage and correspondingly high bills. We can discuss this during the meeting and determine the best direction for this utility. Please consider approving this resolution.

VI. NEW BUSINESS:

- A. ColoTrust Presentation – ColoTrust provides interest bearing savings accounts for municipalities and we have asked for information on the possible gains the Town could achieve utilizing their services. Dee has been working with Brent Turner and he will be have a presentation and take questions on ColoTrust. Please contact Dee with any questions.
- B. Resolution 04-2020 – This resolution is for establishing election duties for the upcoming April municipal election. Please contact Tuggy with any questions.

VII.E TOWN MANAGER REPORT

Staff Work: I have been working with staff independently on multiple items and together we had a staff meeting to discuss various departmental items and generally kick the year off with some discussion on Town matters. We have a great core group of leaders who work well together and those who they supervise. This year should be another great year. I have not completed evaluations and will to work on this now that some other work is complete. I also need to complete a year-end report and will have this at our next meeting.

Rate Work: Tuggy and I have been working diligently on utility rate billing and the implementation of new billing code that is required for our billing software. Tuggy has done a great job on this and put in a lot of time to get all the revisions input and coded properly. We still need to work on this before the next billing cycle and implement changes that are up for discussion during this meeting.

Planning Commission: The Planning Commission continues to work on the Land Use and Development Code (LUDC). A work session was held on January 22nd and the February meeting and work session was cancelled due to a lack of a quorum. I hope to have most of the work completed within a couple more work sessions and final LUDC draft ready to forward to the Town Board.

Project/Grant Work: Work on all grants continues including grant administration work. Details are listed below on each specific grant:

- Water Infrastructure Project/ EIAF Grant – This project is complete and the 4th quarter reimbursement was submitted. We are spending the remaining funds on new water meters and the final reimbursement request will be process once we have this expense finalized.
- Code Update Grant – The Planning Commission continues work on the LUDC and details are provided above. This grant has been finalized and the draft code was forwarded as a project deliverable. This project is approximately \$22,000 over budget.
- Entry Signs – All three signs are now installed and base rock work remains as well as the lighting. There was a lot work needed with site preparation which the Public Works crew assisted with and did a great job. Work was also needed with property owners and CDOT. I think the new signs look great and will look even nicer once the rockwork and lighting is complete.

Planning/Building: Work continues with customers on building and planning issues/questions and with the planning commission. Our contract planner is working on a few items and I will be adding some work to his list including the addressing on Romero/CR 320. Work is still needed on the adoption of the 2015 Building Code and two (2) grants that are for the Broadband Planning Grant and the Rock Creek Development Planning Grant.

Raw Water Irrigation Easement and Policy: We will discuss some responses to the letter from the Tribal attorney during our executive session.

Jurisdiction Agreement: We will discuss some responses to the draft JA from the Tribal attorney during our executive session.

Becker/Goddard Crosswalks: We completed our scoping meeting with CDOT on January 22nd and work has been ramped up since that meeting. A scoping letter which is a follow up from that meeting is in your packet. The survey work is now complete and design will begin using all the survey info and design criteria stipulated by CDOT. This project will be my primary focus for the next couple of months. We should have a draft IGA soon and we will review and approve this along with participation from the school district. Ideally we will have approval to bid this

project in early summer and construct the project in the fall. Please contact me with any questions.

Municipal Election – We will have an April election for three (3) Trustee seats. Petitions have been returned and verified for five (5) candidates who are: Edward Box III, Alison deKay, Sandra Maez, Chris May and Mandy Brown. I will be working with Tuggy when needed.

MEETINGS ATTENDED – I have had meetings with the school superintendent, SEH, CDOT, SWCCOG, Planning Commission, and several of you have stopped in to discuss a variety of subjects.

Please contact me with any questions on the above material or if in need of anything. Thanks!



COLORADO
Department of Transportation
Region 5

Traffic & Safety
3803 N. Main Avenue, Suite 100
Durango, CO 81301

February 11, 2020

Project #: C M670-001
Subaccount #: 23502
IGNACIO SIGNAL SH172/BECKER ST

VIA EMAIL

Mark Garcia
Town Manager (Interim)
PO Box 459
Town of Ignacio
Ignacio, CO 81137
mgarcia@townofignacio.com

RE: Scoping and Clearance Letter for the Ignacio Signal SH172 Becker St. project.

Dear Mr Garcia:

Below is a description of the clearance requirements necessary for the proposed Ignacio Signal SH172 Becker St. project based upon the scoping meeting held on Wednesday January 22, 2020 (and some follow up by CDOT Environmental and Utilities personnel). Scoping meeting attendees were:

Robert Shanks – CDOT Region 5 Off-Systems Engineer
Ralph Campano – CDOT Region 5 ROW
Brian Spain – CDOT Region 5 ROW
David Seiler – CDOT Region 5 Survey
Mark Garcia – Town of Ignacio
Rocco Fuschetto – Ignacio School District
Chris Howlett – Town of Ignacio
Justin Bonnel – SEH, Inc.
Jeremy Thomson – SEH, Inc.
Darren Stewart – SEH, Inc.
Doug Little - Ignacio High School

All clearance work shall be conducted by qualified personnel.

1. Project Scope and Funding:

The Town of Ignacio (the Town) has been awarded CDOT funding as follows:

CDOT Signal funds (state only, no federal)	\$245,250.00
CDOT Hotspot funds (state only, no federal)	\$254,750.00
Total CDOT Project Contribution	\$500,000.00
Local Match (0%)	\$0

It is understood that the total listed above will be applied towards construction only and that the design of the project phase (following the CDOT project development process) will be funded entirely by the Town. The project will be located at the intersection of State Highway 172 and Becker St in the Town of Ignacio (approximately M.P. 9.2 on SH 172).

The project scope includes the installation of traffic signals, pedestrian signals, curb and gutter, crosswalks, signage, striping and ADA/PROWAG compliant curb ramps connecting to existing sidewalks. An existing curb inlet on the NW corner of the intersection will most likely need to be replaced and relocated to accommodate a "bump-out" and curb ramps. Due to a conflict, existing overhead power lines that provide service to a single building will need to be eliminated or relocated prior to signal pole installation. It will be necessary to eliminate the southbound right turn lane off of SH 172 to accommodate the improvements (to be coordinated with CDOT Traffic).

Preliminary survey work will establish existing right of way and whether the scope of work can be accomplished without the need to acquire additional right of way.

The project will be designed and constructed to meet ADA, PROWAG, AASHTO and MUTCD requirements, as well as any other applicable design standards, including CDOT design and construction standards and policies.

Changes to the scope of work may affect the clearance requirements. Please alert us as soon as possible to allow for the assessment and authorization of any changes in the character of the work.

For additional information on the project development process the CDOT Local Agency Manual can be found at the following link:

http://www.coloradodot.info/business/designsupport/bulletins_manuals/2006-local-agency-manual

2. Environmental Clearance Requirements:

All resource clearance reports shall be submitted to Robert Shanks (please also copy Matt Muraro at matt.muraro@state.co.us). Reports should not be submitted directly to the resource agencies (i.e. State Historic Preservation Office (SHPO), US Fish & Wildlife Service), except for the Wetland Determination which requires the US Army Corps of Engineers verification of boundaries and jurisdictional status to accompany the report.

Early coordination with the CDOT Region 5 Environmental Specialist **Matt Muraro, (970-385-1433)** is strongly encouraged to assure that appropriate issues are addressed within the environmental reports. The environmental clearance reports listed in Section B, Clearance Actions, on the Form 128 must be completed and approved by CDOT prior to the acquisition of ROW. The reports should be completed in advance of the FIR level plan review whenever possible to allow incorporation of clearance conditions into the plans.

Prior to construction, environmental permits listed in Section C on the Form 128 must be obtained and additional environmental obligations need to be included in the plans and specifications. This must be

completed prior to CDOT's approval for advertisement of the project. Permit applications are typically submitted after the FOR level where plans are sufficiently developed to define impacts without major revisions.

Environmental Clearances

Hazardous Waste –A Modified Environmental Site Assessment (MESA) (i.e. Phase I Environmental Site Assessment) is required for this project based on the need for subsurface excavation and the nearby presence of commercial facilities (e.g. gas station and businesses). The report shall be prepared in accordance with the current ASTM/All Appropriate Inquiry (AAI) standards for Environmental Site Assessments but shall be modified to address worker safety, protection of water quality, potential presence of asbestos containing materials, heavy metal-based paint and final disposition containing hazardous materials. Guidelines for preparing the assessment can be viewed on CDOT's web page at: <https://www.codot.gov/programs/environmental/hazardous-materials>. The Hazardous Materials Guidance Manual, Appendix G has the required template for MESA reports. The potential presence of recognized environmental conditions may require the preparation of Standard Specifications (Section 250 Environmental Health and Safety Management) to direct the contractor's work including pay items for monitoring and waste disposal. A Demolition Permit from the CDPHE Air Quality Unit will be required for the removal of any structures.

Threatened, Endangered, and Sensitive (TES) Species Report - The proposed project area should be assessed for *federal* and *state* listed Threatened, Endangered, Candidate, Proposed, and Special Concern species, including plants and fish species. CDOT requires a determination of effects and, where necessary, mitigation/conservation measures to avoid adverse effects on TES species. A "may affect" determination requires concurrence from the US Fish and Wildlife Service whereas a "no effect" determination can be cleared by CDOT Specialists. The report should provide a list of species considered and the basis for affects determination including measures included in the project plans (e.g. seasonal restrictions, pre-construction surveys, and/or avoidance measures where appropriate) to reduce impacts to a "no effect" determination. Development of a potential species list should be conducted through informal consultation with the US Fish and Wildlife Service. Guidelines for preparing the assessment can be viewed on CDOT's web page at:

<http://www.coloradodot.info/programs/environmental/wildlife>

For this project, construction restrictions may apply for Bald Eagles (roosting season from November 15 to March 15) under The Bald and Golden Eagle Protection Act. Compliance with the Migratory Bird Treaty Act (MBTA) shall also be addressed in the report. Removal of active nests is not permitted under MBTA and based on the likelihood of bird nests in the project area seasonal restrictions may be required. Nests may be removed outside the nesting season (April 1 through August 31) and hazing or netting may be required to restrict further nesting during active construction. Alternately, the construction can be conducted outside the nesting seasons. In addition, special protection should be given to raptors under MBTA according to CDOW buffer guidelines.

Cultural Resources (History) – The proposed project area should be evaluated for historic resources that could be impacted during construction. Cultural resources should be evaluated for their eligibility

on the National Register of Historic Places (NRHP) and whether the project directly or indirectly impacts the historic significance of these features.

If required, the consultant shall also prepare a draft cover letter to SHPO which outlines the eligibility and effects for CDOT to submit to the SHPO. If resources are determined to be eligible, the consultant will be required to work with the State Historic Preservation Office to determine the project's effects, then review alternatives. The consultant will also be required to consult with local historic groups and undergo public comment. Replacement of an eligible historic structure will require the 4(f) process for historic properties and a Nationwide Programmatic Evaluation. It is highly recommended that the consultant contact the CDOT Historian early in the eligibility process to discuss the required documentation and Area of Potential Effects (APE).

Guidelines for preparing the assessment can be viewed on CDOT's web page located at:

<http://www.coloradodot.info/programs/environmental/archaeology-and-history>

Ms. Lisa Schoch, CDOT's Staff Historian (lisa.schoch@state.co.us, 303 512-4258), should be contacted for the appropriate forms. Architectural Inventory Forms are also available on the OAHp web site at:

<http://www.coloradohistory-oahp.org/crforms/crformsindex.htm>

Permits and Additional Requirements:

Stormwater Permit (NPDES) – Coverage under the Construction General Permit for Stormwater Discharges is required if the anticipated disturbance area is greater than 0.5 acre. The Permit requires preparation of a Stormwater Management Plan (SWMP), implementation of best management practices throughout construction, regular inspections until reclamation of the disturbance is complete, and final permit inactivation.

Dewatering/Discharge Permit – Pumping of groundwater or surface water may require a Construction Dewatering or Minimal Discharge Permit from CDPHE. This may be the Contractor's responsibility if specific methods are not specified in the Project Plans.

Demolition Permit - A demolition permit must be obtained from the CDPHE Asbestos Compliance Group for the demolition of a structure or structural component. A structural component is defined by the CDPHE as the removal of any load supporting member of a facility. The area of the building or bridge to be demolished must be inspected for asbestos by a Colorado-certified asbestos inspector. Asbestos removal (if necessary) may have to be performed by a Colorado-certified General Abatement Contractor (GAC). Removal, in accordance with Regulation No. 8, Part B, is required if the amount of asbestos-containing material that is friable or will become friable during demolition exceeds the trigger levels. A Demolition Notification Application Form must be submitted to the CDPHE, even if no asbestos was found during the inspection, along with payment of a notification fee and a ten (10) working-day notification period that is required before the demolition can commence.

4(f) – 4(f) impacts will be assessed and coordinated by CDOT Staff. In the unlikely event this clearance is necessary, CDOT will request that the Town, or the appropriate jurisdictional authority, issue a letter regarding the impacts.

1. Hydraulic Clearance Requirements:

Hydraulic clearance will not be required for this project but the design must provide for proper drainage. The CDOT Hydraulic Engineer will be part of the plan review process and will provide comments, as needed, to assist in this process.

Please contact **Brian Campbell at 970-385-1445** for specific hydraulics questions.

2. ROW Requirements:

Proof of Town of Ignacio or CDOT ownership of the existing right-of-way (ROW) should be provided to CDOT by a Professional Land Surveyor (PLS). Even if the acquisition of Right of Way will not be required for this project:

- a) Temporary Easements (TEs) may be required to perform work on the project. If deemed necessary, TE exhibits will need to be prepared, and submitted, for review pursuant to CDOT LPA ROW Plan Requirements. The submittal will include copies of vesting deeds for all of the properties impacted by proposed Temporary Easements.
- b) The Town of Ignacio shall submit a set of plans showing the extent of construction and the limits of the public ROW. The level of survey detail contained in these plans shall be sufficient to demonstrate that the limits of the public ROW have been retraced according to the Standards and Care of Professional Land Surveyors practicing in the State of Colorado and shall be stamped the Professional Land Surveyor and that those limits of public ROW can be identified on the ground. Please refer to Chapter 2 of the CDOT ROW Manual.
- c) Should an acquisition other than a TE be required to complete this project, i.e., ROW or Permanent Easement, title work, commitments, for each parcel impacted should be ordered and research performed as soon as possible to determine the nature of property ownership in the vicinity of the project; and this information should be shared with the project surveyor.

Please have the project surveyor contact David Seiler, CDOT PLS-II at (970) 385-1427 to discuss plan requirements.

It appears that property rights may be required from a variety of stake-holders including:

- 1. Private Property owners;

Should it be determined that the acquisition of additional street Right-of-Way (ROW), or of Permanent Easements (PE), is required title work should be performed as soon as possible to determine the nature

of property ownership in the vicinity of the required project acquisitions; and this information should be shared with the project surveyor.

Prior to ROW Clearance, the Town will, also, be required to submit a written right of way (ROW) certification on the status of the right of way with a request for CDOT right of way clearance to Ralph Campano, **the Region 5 Right of Way Manager (970.385.1434)** per Chapter 8, Section 12 of the CDOT ROW Manual (See 2006 Local Agency Manual Appendix B for examples). This Certification and subsequent CDOT ROW Clearance is necessary before authorization to advertise for construction.

All right of way acquired for this project must be acquired in compliance with CDOT procedures (as stated in CDOT's Right of Way and Local Public Agency Manuals), state statutes and federal regulations (the Uniform Act). If the final alignment of the facility is determined to require any ROW, **please contact this office immediately to discuss specific right of way acquisition requirements**, as further information will be needed. With prior CDOT approval, the acquisition of ROW may be done in the form of donations from property owners. All ROW acquisitions must be negotiated by right of way professionals or consultants that have been pre-approved by CDOT. **Do not initiate any property owner contacts regarding ROW without CDOT's consent.**

3. Utility Clearance Requirements:

All Utilities must be identified in the area of the project and any known utility conflicts or construction restrictions shall be satisfactorily resolved before advertisement for construction. Subsurface utility engineering plans (SUE) are required for all construction contacts with public entities involving horizontal construction having an excavation footprint exceeding 2' in depth and 1,000 square feet of disturbance or, involving a utility boring, and the project requires the design services of a licensed professional engineer (C.R.S. 9-1.5-102(6.8)). The quality level (QL) of the utility designation in the SUE plans is dependent on the type of work being performed by the project (e.g. QL A highest accuracy – QL D lowest accuracy) and should be carefully considered by the design engineer when scoping the project as minimum quality levels are required based upon the type of project work involved absent a reasonable explanation by the professional engineer in responsible charge of the design work (C.R.S. 9-1.5-103). For additional information pertaining to SUE plans, the American Society of Civil Engineers (ASCE) has developed a National Consensus Standard titled ASCE CI 38-02, Standard Guidelines for the Collection and Depiction of Existing Subsurface Utility Data. The intent of this Standard and the Colorado Statutes is to present a system of classifying the quality level of existing subsurface utility data for the purpose of allowing the project owner, engineer and contractor to develop strategies to reduce and allocate risk, thereby reducing construction costs, damages and delays to projects.

The project owner will be required to coordinate the design with all utilities in the area. Utility companies should be kept apprised of the project and should be given the opportunity to comment on the plans. It is recommended that utility owners, especially those impacted by the project, attend design reviews and be given an opportunity to comment on the proposed improvements and scheduling. In order to be cleared to advertise, the project owner may be required to submit SUE plans as part of the work. A utility project special provision explaining the status of utility relocations required for the project, as well as how the relocation work will be paid for (e.g. at project expense or at no cost to the project) is required. Please contact Kevin Walters, Region 5 Utilities Engineer, kevin.walters@state.co.us, (970) 385-1407 for additional information or questions concerning SUE plans, utilities and relocation work.

Ignacio Signal SH172/Becker St., C M670-001, SA 23502
Scoping and Clearance Letter
Page 7 of 7

Following distribution of this letter I will submit a request to CDOT Contracts to draft an Inter Government Agreement (IGA) between CDOT and the Town of Ignacio. Note that the IGA will be the non-funds encumbering type which will be modified via option letter to encumber the construction funds once the plans and specifications have been authorized by CDOT.

Please contact me at 970-385-1416 if you have any questions regarding these requirements. We look forward to your submittals and to working on a successful project with you.

Sincerely,

A handwritten signature in dark ink, appearing to read 'R Shanks', written over a light blue circular stamp.

Robert Shanks
CDOT Region 5 Off-Systems Engineer

Xc:

Matt Muraro – CDOT Environmental
Ralph Campano – CDOT ROW
Kevin Walters – CDOT Utilities
Todd Johnston – CDOT ROW
David Seiler – CDOT Survey
Brian Campbell – CDOT Hydraulics
Brian Spain – CDOT ROW
Sam Sanders – CDOT Traffic
Dusty Ledford – CDOT Maintenance
Jeff Medenwaldt – CDOT Business Manager
Jason Benally – CDOT Civil Rights
Darren Stewart, SEH, Inc
Allison/Constan/File